



# NDInsider

The newsletter of Indiana's  
**NeuroDiagnostic Institute**  
and Advanced Treatment Center

5435 E. 16th St., Indianapolis, Indiana | [www.in.gov/fssa/dmha/2935.htm](http://www.in.gov/fssa/dmha/2935.htm) | Vol. 6, Issue 12, December 2022



## \$5 Jeans Week

\$5 Wristbands can be purchased from Lisa Wilson or Niki Brinker

(You are permitted to wear an ugly sweater with your jeans for the week.)

# November 28 through December 4



NDI's

2022



Ugly



Sweater



## CONTEST

Get your picture taken by Justin in your sweater. Multiple entries accepted; each costs \$2. Sweaters will be judged, and the winner will be announced at our ERC Holiday Party! (and via email)

First prize for ugly sweater will be a \$20 gift card, second prize is a \$15 gift card.



## SECURITY

**Security needs to know who is coming!!**

Security now has an email address:

[NDISecurity@fssa.in.gov](mailto:NDISecurity@fssa.in.gov)

Please send Security an email if you have a visitor, interview, and or guest coming to NDI. Please include the date, time, and any important information about the visit.



## Celebrating Psych!



The **Indiana Medicaid Mental Health Quality Advisory Committee (MHQAC, or simply “QAC”)** operates under the authority of IC 12-15-35-51. As noted by the statute, the committee advises the Office of Medicaid Policy and Planning (OMPP) and makes recommendations concerning the use of mental health and addiction medications. The Office subsequently reports recommendations made by the committee to the Indiana Medicaid Drug Utilization Review (DUR) Board. This position is governor-appointed for a term of four years. Dr. Andresen has been appointed to serve as a representative of a statewide mental health provider organization, in this case, American Psychological Association.



Happy Holidays from Professionals in Progress!

Professionals in Progress (PIP) is an Employee Resource Group (ERG) with the purpose of building community amongst our agency's early career professionals, identifying opportunities for interagency collaboration, generating conversations for career growth and development, and advising on how to recruit and retain talent. By providing an intentional and comfortable environment for young and early career professionals to gather, members of PIP can find community in answering common questions, discussing strategies to tackle work efficiently, and considering how to improve the work environment for members and their colleagues. The group also aims to bridge various perspectives that can help build one's empathy, resilience, and compassion.

We would love to see you at our PIP gatherings next year! Stay up to date with PIP meeting invites, upcoming events, and conversations via Teams. Join the PIP Teams group using the code: **rc3nvuo** or this link

<https://msteams.link/1F4E>. If you have further questions, please reach out to PIP Co-chairs, Megan Lisch at [megan.lisch@fssa.in.gov](mailto:megan.lisch@fssa.in.gov) or Anah Southhard-Goebel at [anah.southhard-goebel@fssa.in.gov](mailto:anah.southhard-goebel@fssa.in.gov). Happy holidays!





## 2022 Performance Appraisal Timeline

11/21/2022	Performance Appraisal Launches: <ul style="list-style-type: none"><li>• Employees can submit the self-assessment</li><li>• Managers can draft the manager assessment</li></ul>
12/11/2022	Employee Self-assessment is due
1/8/2023	Manager Assessment is due

The Employee Recognition Committee's

## Pie-In-The-Face Event



NDI held an Employee Recognition Committee fundraiser event on 11/22/2022 in which staff could purchase a pie to "Pie-the-face" the staff of their choice of 5 daring volunteers. Bets were made that Femi would get the most, however; Niki would take the most pie by far! The event was shared live on Teams so all could see. Thanks for those who participated!



## Pastoral Care in the Inpatient Psychiatric Setting

Lunch and Learn Presentation – December 5

Conference Room C at 12:00 Noon

**Cody Pucillo**

Clinical Pastoral Education Student

## Cultural, Historical, and Gender Issues

Understand that culture, history, and gender influence the interpretation and meaning of traumatic events and the acceptability of symptoms, support, and help-seeking behaviors.



**Look for the Last TIC Training of 2022 in Success Factors Soon!**



## Our NDI Non-Nursing Star of the Month is

*Dr. Lauren Overhage*

Dr. Overhage is a contracted psychologist who has embraced the goals and mission of NDI. She is often referred to as a “leader” for youth services. Her positive, helpful, creative, and inclusiveness attitude make her approachable to staff and patients.

*Nominated by Dr. Kellee Hawkins Coleman*

## Our NDI Nursing Day Shift Star of the Month is

*Brittany Jordan*

Brittany is always willing to do anything asked of her, and she is pleasant and kind. She has compassion and empathy for the clients. She utilizes therapeutic communication when conversing with the clients. Brittany takes initiative and does assignments others hesitate to do.

*Nominated by Jalea Chadd*

## Our NDI Nursing Night Shift Star of the Month is

*Damon Warner*

Damon is able to lead the unit and his peers into a successful shift under duress. He is a stellar employee and helps mold new recruits.

*Nominated by Ashley Murphy*

**Other NDI staff nominated for EOM:** Eileen Bricker (Dietitian).

If you would like to nominate one of your fellow employees, please submit nominations to: [ERCNDI@fssa.in.gov](mailto:ERCNDI@fssa.in.gov). The nomination form can also be found in the L drive under **FSSA NDI Employee Recognition Committee**



## CERTIFICATES OF EXCELLENCE

JALEEZA KINNEY

CASSANDRA STRONG

ERIN SMILEY



gg60844461 GoGraph.com



gg60844461 GoGraph.com



gg60844461 GoGraph.com

***Anyone can nominate a fellow employee for a Certificate of Excellence!***

**Please include:** Name of recipient, recipient's supervisor, brief statement of why you wish to recognize your colleague. All recommendations should be sent to [NDICOE@fssa.in.gov](mailto:NDICOE@fssa.in.gov)



Ebony Davenport  
Donna Westell  
Abdul Hakeem Aliyu  
Taylor Franklin  
Gerald Garrett

Kiara Washington  
Bamidele Adejola  
Lisa Smith  
Abiola Kolurejo

Evon Owens  
Adeola Imoudu  
Tracey Smith  
Abiodun Falodun



## MEET YOUR MAINTENANCE TEAM

Earlier this year, the State contracted with MACS, Inc. to provide maintenance services throughout the NDI. There is a good chance you've seen them around, maybe hardening your unit, fixing a toilet, or any number of other updates and repairs. But you may be wondering who all are on the team, and what their roles are. The team is made up of just five dedicated and talented individuals:

Ron Shoemaker  
Maintenance  
Supervisor



Tim Richardson  
Assistant Supervisor  
Maintenance



Plumbing/Heating

Selyna Casey  
Secretary/Coordinator



Kevin Bell  
Skilled Trade  
Maintenance

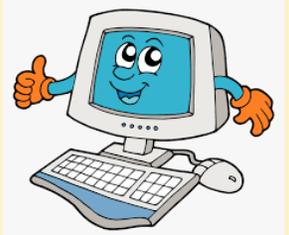


Kevin Rogier  
Skilled Trade  
Electrical



If you have a maintenance request, you or your supervisor can submit a ticket at <https://neurodiagnostic.myworxhub.com/>. For questions, contact Selyna at ext. 4010 or [selyna.casey@fssa.in.gov](mailto:selyna.casey@fssa.in.gov). You can also call "Facilities" on Vocera.





Please make sure you check your State Email **regularly!!** Notifications about training from Success Factors, Staff Development and FSSA are sent to your State Email!! Additionally, if you are unable to attend a training you are assigned to, Please contact Staff Development at [nditraining@fssa.in.gov](mailto:nditraining@fssa.in.gov) as soon as possible to get rescheduled.



## **Do you know what to do in case of Winter Weather?**

### **Please review the Winter Storm Emergency Annex in the Emergency Operations Plan:**

**PURPOSE:** This annex guides the hospital's response to a winter storm emergency. This policy applies to all state and contract employees.

A. A winter storm (ice, sleet, large amounts of snow and wind) is a likely occurrence in Central Indiana. A winter storm is unique in the following ways:

- a. Hours or days of advanced notice.
- b. Storm paths and accumulation amounts are unpredictable.
- c. Could last several days.
- d. Little danger of property damage, injury, or loss of life.
- e. Not necessary to stand up the Hospital Incident Management Team.
- f. Normal hospital operations could be disrupted especially regarding a lack of staff.

- g. Supplies from outside vendors may be interrupted or delayed.

## Essential Staff

### Direct Care Staff (Nurses and Special Attendants) On Duty:

- All direct care staff are required to remain at their posts as a winter storm approaches or begins.
- No direct care staff will be allowed to leave early except by permission of their supervisor.
- Direct care staff may be held on duty until a replacement arrives.
- Failure to remain will be considered job abandonment subject to discipline up to termination.
- All direct care staff are urged to make personal preparedness plans necessary in order to remain at their posts. This includes child, elder or pet care.

### Direct Care Staff Off Duty:

- All shifts will report as scheduled
- Direct care staff who are scheduled but unable to report because of the weather, must contact the hospital no less than 2 hours before their assigned shift so that a replacement may be located.
- Staff unable to report may be authorized the use vacation, sick, or personal time so as to maintain income.
- Incidents involving staff that fail to report or fail to notify will be referred to Human Resources for appropriate disciplinary action.
- Those who are not scheduled but would like to report may call the hospital.

## **Maintenance/Environmental Services/Security**

- On Duty: Expected to remain at the discretion of their supervisor.
- Off Duty: Expected to report at the discretion of their supervisor.

## **All Other Staff:**

- Remain or report at the discretion of their supervisor.

## **Notification**

- Superintendent or designee will declare a Code White Winter Emergency at his/her discretion.
- Superintendent or designee will notify the Emergency Management Director by telephone of the level of activation:

**Advisory** – The potential for a Winter Storm Emergency activation exists.

**Alert** – A Winter Storm Emergency activation is likely; prepare to notify hospital leadership via e-mail, text, or phone.

**Activation** – Notify hospital leadership of a Code White Winter Storm Emergency via e-mail, text, or phone; Superintendent or designee may stand up the Hospital Incident Management Team. Emergency Management Director will notify all state direct care employee via when-to-work.

## Essential Services

- The hospital will maintain staff sufficient for the basic care and safety of the patients.
- Patient groups and activities will operate on a discretionary basis subject to staff availability.
- Staff may be assigned to different functions as needed.

## Staff Support

- Shelter/Food: The hospital will provide food and sleeping arrangements for staff who are unable to return home due to inclement weather. The multi-purpose rooms, conference room (A, B, and or C) or a vacant unit will be designated and equipped for staff sleeping.
- Time: All staff will report to designated areas as assigned by supervisors.

## Demobilization

The Superintendent or designee will determine at what point to return the hospital to normal operations. The Emergency Management Director will notify on duty staff via Vocera, 56 overhead page and off duty staff via e-mail, text, or phone.

## Bala C. Rangaswami, MD, B.A. 1990

### Chief of Internal Medicine Neurodiagnostic Institute – Indianapolis IN



1990 Major: Chemistry

*How has being a Chemistry graduate from Duke helped shape you personally and/or professionally?*

*"My time as a Chemistry Major at Duke University was not only the most enriching academic experience of my life, but also the most rewarding from a personal development perspective. The access I had to my Professors for questions, research opportunities, or simply advice was*

*unparalleled. The summer between Junior year and Senior year, I had the honor of working in the lab of Dr. Fraser-Reid, a World Renown Chemist. I was immersed in bench research and given the opportunity to work hand in hand with Grad students. I can say, without a doubt, that my experience in the Duke Department of Chemistry gave me a sense of confidence and inspiration in all professional endeavors thereafter. Our school is very, very well known and highly regarded throughout the World. I have always believed there are few, if any, Chemistry Programs that compare to the Duke Chemistry Program."*

*What advice would you give students in Duke's Chemistry programs?*

*"The best advice I can impart is to always give 100 % effort and remain committed to the Chemistry Program. There may be times that subject matter and requirements will seem overwhelming; but persevering and working through such times will give you an*

*absolutely fulfilling feeling and sense of confidence moving forward throughout life. Our education at Duke is elite for a reason. The key is understanding that Duke will give you all the tools you need to succeed. This was especially true with the Department of Chemistry."*